

ASPIRA, INC. OF NEW JERSEY

EXECUTIVE DIRECTOR'S

REPORT

SEPTEMBER 23, 1986

I. PROGRAM

1) ASPIRA PUBLIC POLICE PROGRAM: Attached please find copy of agreement between ASPIRA of America and ASPIRA of New Jersey for the implementation of the ASPIRA Public Policy Program.

Our staff facilitator left today in order to attend the three day training for the program. We anticipate a very productive year.

A revised agreement is being drawn up that addresses ASPIRA of America's role in the agreement and some modifications on the graduation requirements.

After consultation with Margarita Montesanto, Esq, I am sharing this contract for your information but approval is not needed.

2) ASPIRA COMPUTER SKILLS AND TRAINING PROGRAM: Will be an added feature to club training this year. Club officers will be trained to utilize the computer for the club mailings, to create flyers, keep track of funds raised etc.

The tutors have come up with the concept and plan and will begin the thirteen week training session in mid October.

3) AGENCY WISE CALENDAR: See attached calendar for monthly activities.

4) MAJOR EVENTS WILL START ABOUT 12th MEETING:

- ASPIRA brought the Puerto Rican Traveling Theatre to Newark as a Community Program. (great success)
- The first ASPIRA Youth Concert drew over 1,000 people.
- The Kennedy Youth Assembly (with Congress Members) also very successful.

5) ENTRANCE: Talent Search will be operating full time during October and November. If an additional funding is secured the Board will have to make the final decision as to closing the Center.

II. FUNDRAISING

★ We are in the process of preparing the Corporate solicitation letters. We have to raise over 140,000 in order to meet expenses.

2. A membership mailing and relation will be conducted before the end of December.

3. This year we will implement club membership dues for the first time.
4. The Committee of Sponsors is scheduled to meet on October 15th to discuss fundraising strategy for the year and appointment of new Chair. Ed Leathan is retiring.
5. We need suggestions for last year's speaker!
6. Alumni Dance will be postponed until sponsor is secured. *-John Lopez, Barbara Powell*

III. ADMINISTRATIVE

ASPIRA has practically an entire new staff. During the month of August and part of September, the staff received training on:

Coaching Skills

Time Management

Program Planning

ASPIRA History and Organizational Operation

Supervising and Conflict Resolution

Alcoholism and the Family

Computer Application for Monthly Reports

Financial and Regulations (Burgers University)

Report Form Orientations

House Hold Rules

NOW WE ARE ALL READY FOR ANOTHER YEAR OF BLOOD, SWEAT AND TEARS.